

**Sturm Memorial Library
Board of Trustees Meeting
September 14, 2021**

The meeting was called to order at 5:32pm by President Alice Brown.

Roll Call- members present: Alice Brown, Jeremy Bennett, Karen Hoffmann, Coleen Phelan and Blair Olsen online. Library Director Ellen Connor and Lyn Hokenstad were also present.

Approval of Agenda- Motion by Bennett/ Phelan to approve the agenda. Motion carried.

Approval of August 2021 minutes- Motion by Bennett/ Hoffmann to approve the August minutes. Motion carried.

Monthly Budget Report- reviewed.

Audience to Visitors - No visitors

Director's Report- Discussed the lower circulation among all libraries.

Committee Reports-

1. Report of Building Committee
 - a. Director Connor is continuing to look for quotes to replace the back fence. She will begin looking at a water bottle filler also.
 - b. The Deb Hoffmann Memorial Garden plan was discussed. Looking for landscapers. We have asked Master Gardener Alice Brown to assist where needed with planting choices.

2. Finance & Personnel
 - a. Discussed the 2022 budget.
 - b. Postponing the CD renewal at Premier Bank until the October meeting
 - c. Reviewed South Central Library System Foundation quarterly report.

3. Policy Committee

- a. Motion by Bennett/ Hoffmann to approve the updated Pandemic/ Epidemic Policy as amended. Motion passed.

Communications- nothing to report

Unfinished Business-

1. Motion made by Hoffmann/ Bennett for Director Connor to contact Mrs. Krueger, the District Library Media Specialist for the District of Manawa, with a proposal for the Sturm Memorial Library to fund the Story Walk Project with the School District of Manawa maintaining it. Motion carried.

New Business-

1. Evaluations were given out to be returned at the October meeting.
2. Motion made by Hoffmann/ Bennett to finance a budgeting class for Director Connor. Motion carried.
3. Motion made to purchase a logo canopy event tent, weights, and a retractable banner for up to \$1,000 at Director Connors discretion. Motion carried.

Approval of Bills- Motion by Bennett/ Olsen to formally approve July General bills and Donations Account Expenditures. Motion carried.

Motion made by Hoffmann/ Olsen to approve the General Bills of \$1,292.11 and the Donations Account Expenditures of \$2,822.03. Motion carried.

Next Meeting- October 12, 2021 @ 5:30PM

Adjournment- Motion by Bennett/ Hoffmann to adjourn at 7:05 pm. Motion carried

Respectfully submitted:
Coleen Phelan, secretary

